

*A Publication for Child Nutrition Programs in Indiana Schools and Institutions*  
<http://doe.state.in.us/food>

Jan./Feb. 2001

## St. Rita Honored

*By Kristin Conner*

Indianapolis Mayor Bart Peterson declared December 4, 2000, as Summer Food Service Program for Children Day. He gave a proclamation to the program that served the most meals for the summer of 2000.

JoAnn Fowler-Combs of St. Rita Catholic School and Child Development Center was the recipient of this proclamation. She has worked with various groups to feed children, who may not otherwise get a meal, during the summer. St. Rita provides both breakfast and lunch during the summer. When asked how she feels about this she said, "I would do this for the children anyway." The need is there and she wants to provide whatever she can to keep the children fed.

Mrs. Combs ran a small daycare for 22 years before she became the director at St. Rita Child Development Center. She has since been overseeing the Child and Adult Care Food Program, the National School Lunch Program and the Summer Food Service Program. All of these programs are available through the Department of Education, Division of School and Community Nutrition Programs. With only one site in operation Mrs. Combs and her staff were able to serve more than 25,000 meals as a Summer Food Service Program for Children sponsor.

We appreciate all of her efforts and hope this will encourage other people to consider having a Summer Food Service Program.

We also thank Mayor Peterson for recognizing the Summer Food Service Program Children and those who have diligently worked to provide nutritious meals to children not only during the school year but also throughout the summer.

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## Outfox Hunger Next Summer

*By Mike Gill*

During the summer when some children in your community ask, "What's for lunch?" the answer for many will be "nothing." Thousands won't eat a nourishing meal or will simply go hungry.

There are hungry children in every community. In 1968, Congress addressed this problem by creating the Summer Food Service Program for Children. This program offers communities a golden opportunity to provide nutritious meals to low income children during the summer. Many communities are not offering these programs, and in some situations families may not even know they are available. Annually, only a small percentage of low income children who participate in the National School Lunch Program also receive summer meals. Unfortunately, the numbers are not improving.

You can help bring this program into your community and reach those hungry children in the summer. You can make your community leaders aware of the Summer Food Service Program for Children. This program can be operated by schools, government agencies, camps and nonprofit community agencies. Please contact Mike Gill, Program Coordinator, at the Department of Education, Division of School and Community Nutrition Programs, at 317- 232-0850 or 800- 537-1142 for further information.



## Updated Child Nutrition Program Instructions

*By Julie Sutton*

We have put some new and updated policy instructions on our web page. You may print them off the web or just refer to them on the web site when you need the information. Go to the web site <[www.doe.state.in.us/food](http://www.doe.state.in.us/food)>, then click on School Nutrition Programs and then on Child Nutrition Program Instructions. The new policy instructions include:

- Policy 56 - Record Retention Requirements for Provision 2 and 3.
- Policy 57 - Buy American Requirements for NSLP.
- Policy 58 - Categorical Eligibility for Free Meals for Participants in the Even Start Family Literacy Programs.
- Policy 59 - Grain-Fruit Products that meet FNS Specifications.
- Policy 60 - FNS Approved Enriched Macaroni Products with Fortified Protein.

The following policy instructions have been revised:

- Policy 16 - Partial Implementation of the School Meal Programs in an Individual School
- Policy 19 - Temporary Approval of Applications
- Policy 50 - Use of Soda Water in Child Nutrition Programs/Exemptions under the Competitive Foods Regulations

## Launch Your Day with School Breakfast

By Diane Rice

ASFSA's National School Breakfast Week is March 5-9 and this year's "**Launch Your Day with School Breakfast**" features an outer space theme. For detailed information and promotional ideas, see your April 2000 **School Foodservice & Nutrition**, or if you are not a member of ASFSA, you can call the State Agency for a reprint of the magazine article.

### Suggested Menu

#### PLANET BREAKFAST (Traditional)

Orion's Omelet  
Raisin Toast  
Apple Juice  
Mars Milk

#### DOUBLE-MOON DEPOT (Buffet)

Beam-Me-Up Breakfast Fruit Pizza  
Flyin' Sausage (and Egg) Sandwich  
Space-Age Cinnamon Roll  
Variety of Cereal  
Fruit Juice  
Fresh Fruit or Canned Fruit  
Milky Way Milk

#### COMET CORNER (To Go)

Blast-off Granola Bars  
Yogurt  
Banana  
Moon Milk



## Senator Richard G. Lugar Award

By Diane Rice

It's time to nominate your outstanding school food service employee, the deadline is **February 28, 2001**. The Division of School and Community Nutrition Programs seeks nominations for the Senator Richard G. Lugar School Food Service Employee of the Year. The winner will receive a \$500 cash award and be officially recognized at the ISFSA annual state conference on April 21, 2001, in Indianapolis. An information brochure containing contest instructions was sent in the early fall *A to Z* and separately to school principals in January. We encourage anyone to nominate an outstanding employee from their school. If there are questions about the award, please contact Diane Rice at 800-537-1142 toll-free or locally at 232-0850.

## Plan to Attend this Year's Nutrition Seminar

By Suzette Hartmann

ISFSA's Conference Chair, Gail Knafel, has chosen *School Meals: Hearts and Hands for Healthy Kids* as the theme for the annual state conference. It will be held Thursday through Saturday, April 19 - 21, 2001 at the Indiana Convention Center in Indianapolis. The conference kicks off on Thursday with the Nutrition Seminar planned by the Division of School and Community Nutrition Programs.

Amanda Dew Manning will begin the seminar by speaking on *Food Trends: America's Changing Appetite*. Strategies will be provided for using trends information to design nutrition programs to meet, and influence, customer demand. Ms. Manning will also offer a break-out session on *Marketing to Kids: Persuading Young Minds to Buy*. Barbara Mayfield will address *Childhood Obesity: Weighing the Issues*. Katie Rogers will present findings of her study *Offer vs. Serve and Milk Consumption*. Barbara Paulsen will talk about *Making Change Happen*. Other break-out sessions will include *Using the Internet* and USDA's new action kit *Changing the Scene - Improving the School Nutrition Environment*.

Conference registration forms will be included in the upcoming issue of *ISFSA's Food for Thought* and will also be sent to all schools as a separate mailing from our division.

## Changing the Scene - Are You Up to the Challenge?

By Suzette Hartmann

A new kit is being made available to schools free-of-charge from USDA. It is called *Changing the Scene - Improving the School Nutrition Environment*. While schools across the country are working to provide a safe school environment, school decision makers may not have considered their school's nutrition environment. The kit lists the following examples of a healthy school environment:

- The classroom, the school dining room, and other school activities provide *clear and consistent* messages that explain and reinforce healthy eating and physical activity habits.
- Students learn to make healthy lifestyle choices not only in the classroom and the school dining room, but also at class parties, sports events - wherever they are throughout the school day.
- Students have many opportunities to practice healthy habits. They can choose from an array of healthy food options, eat in relaxed and comfortable surroundings, and enjoy daily physical activity.

*Changing the Scene* is an action kit to help school administrators, parents, teachers, food service professionals, and the community look at their school nutrition environment and identify areas needing improvement. Materials in the kit include an improvement checklist, handouts, a video explaining what a healthy school environment includes, a PowerPoint presentation, and more. While school food service professionals are planning meals to meet dietary standards, other variables should be considered in providing an environment that encourages physical activity and healthy eating behaviors of students. USDA realizes that the greatest impact on student health comes at the local level, on a school by school basis. That is why this free kit is being made available to schools upon request while supplies last.

USDA is sending school food authorities order forms for the kit in a new issue of *Team Nutrition Connections*. You may also read about the kit and print an order form from the Team Nutrition website: <<http://www.fns.usda.gov/tn/Healthy/changing.html>>. The order form can be submitted by mail, fax, or online to USDA.

## A Taste of Family Fitness

By Beth Foland, MS, RD, CD

Are you seeking a simple, easy way to positively affect your family's health and nutrition? Beginning in April, 2001, a series of interactive workshops will be offered to help families in central Indiana become, and stay fit. Titled "A Taste of Family Fitness," this workshop is designed for parents, care-givers, and anyone who is involved in meal planning or guiding children in physical activities. Workshop participants will use voting buttons, 3-D models, and large video screens to test their knowledge and express opinions. Food tasting, on-site physical activities, handouts, and something to "take away," will be included.

The ninety minute workshops, held at the Ruth Lilly Health Education Center in Indianapolis, will begin in April 2001, and last approximately 90 minutes.

The following organizations worked in collaboration to make this opportunity available: The Indiana Department of Education, the Ruth Lilly Health Education Center, the National Institute for Fitness and Sport, the Indiana Parent Teacher Association, and Indiana Partnerships Center for Families, Schools and Communities.

For more details on "A Taste of Family Fitness," go to <[www.doe.state.in.us/food](http://www.doe.state.in.us/food)> or call 1-800-537-1142 and ask for Beth or Suzette.

## National Nutrition Month

By Emily Guibord and Rachael Cuttino

I.U. Dietetic Interns

(Beth Foland, Preceptor)

National Nutrition Month, March, is a nutrition education and information campaign sponsored by the American Dietetic Association and its Foundation. The slogan for 2001 is, "**Food & Fitness: Build a Healthy Lifestyle.**" The slogan reinforces the importance of building a healthy lifestyle through a healthy diet and physical activity. Foodservice personnel can use the Food Guide Pyramid and the Dietary Guidelines to help students make healthy food choices each day.

This year, two dietetic interns from Indiana University School of Medicine have developed four informational handouts that can be duplicated and passed out during National Nutrition Month. These handouts are inserts in this newsletter and are intended to inform parents and teachers about food and fitness, calcium, diabetes, and healthy snacks for children. The handouts could be attached to the school lunch menus for the month of March.

## Computer Answers and More

By Conrad Gilliland  
cgillila@doe.state.in.us

Purchasing a new computer versus updating an old computer was the computer topic for the last issue of the *A to Z*. This time we are going to look at protecting your new purchase or existing computer. One of the cheapest insurances you can purchase is a device called an Uninterruptible Power Supply or better known as UPS. A surge protector can isolate your computer and monitor from out-of-limits voltages due to other electrical equipment or lightning strikes. A UPS does everything a surge protector does, and also gives you a few minutes of power to save your work if the power goes out. Even a UPS for under \$100 can keep your computer and monitor up long enough to save your files and shut the system down.

If you don't go with a UPS, you should have a surge protector. In the event of a lightning strike, a good surge protector can ride out almost anything but a direct hit on your local power line. A limitation of the surge protector is that you can't continue working through a power failure. When you lose power, you will lose all the work since you last saved your work. A good tip is to save often, as it only takes a few seconds. Probably the best advice - don't use the computer during lightning and wind storms.

### GLOSSARY

Here are a few words that mean something else in the kitchen:

**Byte** - Don't confuse this with the word bite. Computers don't bite; they just use this term byte as a unit of information made up of 8 bits. Boy, that brings us to another old fashion term with 2 bits being a quarter, 8 bits must surely be a \$1.00. The byte is a fundamental unit of computer processing; almost all aspects of a computer's performance and specifications are measured in bytes or multiples thereof, such as kilobytes or megabytes.

**FAT** - We all know that it is necessary to reduce our intake of fat. Well, in the world of computers, it has a different meaning. FAT stands for File Allocation Table which is a DOS data structure kept on the disk that shows which clusters are in use for files and which are available for use.

**LAN** (Local Area Network) - An interconnected set of computers all typically within a several-hundred-meter radius.

**WAN** (Wide Area Network) - A network that uses common carrier-provided lines; contrast with LAN.

**Backbone** - Not the same as you might think. In this high-tech world, backbone is a LAN or WAN that interconnects intermediate systems (bridges and/or routers).

### FAQ (Frequently Asked Questions)

What are the differences between hard and floppy disks?

Answer - Hard disks hold far more information, but typically can't be taken out of the computer without disassembling the machine. Floppy disks hold only a few million characters, but are designed to be removed and carried around.

### WEB SITE TIP

We receive many calls from sponsors wanting a copy of the CND-1 (claim for reimbursement) or the CND-2 (quarterly financial statement). I want you to visit us on line at <http://www.doe.state.in.us/food/> and find them under Forms for School Programs on the left side of the screen. You can print the forms and have new copies every month or quarter as needed. Try it, you'll like it!

We encourage your e-mail with comments, questions and suggestions.

## NFSMI Live Teleconference

By Diane Rice

The next NFSMI live teleconference is titled "**Effective Financial Management Practices**" and will be broadcast from 3 to 5 p.m. Indianapolis time on January 31, 2001. The program is geared to Food Service Directors and State Agency staff and will focus on financial management requirements. Meeting nutrition standards and financial goals can be difficult. If you have access to satellite transmission equipment at your school, you will want to make arrangements for this program. Please see insert for more details.

## Warehouse Inventory

*By Fred Powell*

There's a major concern with recipient agency inventories at the warehouses. Either the inventory level is high with very little activity, or product I.D. numbers were not removed from the records when your products were delivered. In either case we must address this situation in the following manner.

1. All Food Distribution Program participants should request a complete inventory from the warehouse periodically during the school year. This will inform you of any undelivered product in your warehouse account. It is also a good validation of your records as well.
2. If you have product listed on an inventory record that has already been delivered to you, contact the warehouse immediately. There is a chance that the product was delivered, but the I.D. numbers were not expunged from your records.
3. When ordering product, it is essential to use the oldest I.D. number for that product. Example: let's say corn is allocated three times in the beginning of the year with three different I.D. numbers for a total of 200 cases. You might ask why use all three numbers not just use one to order all 200 cases. Well, the other two I.D. numbers are left on the warehouse records, and could trigger an additional storage bill. This will also cause you to have inventory listed and no product physically available.
4. If you are concerned about product freshness, the warehouse is required to use a FIFO (First In-First Out) system for delivery. Therefore, freshness of product should not be a problem unless product is mishandled or improperly stored.

When inventories go unused, it destroys the integrity of the program. The state agency will monitor recipient's warehouse inventory to ensure that commodities are used in a timely manner. As needed, the State will take the necessary measures, including suspension of future allocations, to maintain program integrity.

If you are having an inventory problem, at the warehouse or your facility, please contact this office for assistance.

## Allocation Adjustments

*By Fred Powell*

If your regular allocation does not give you what you need to serve everyone, how can you increase it? It is simple to get what you need if it is available.

1. In the request column on your allocation form, put in the number of cases that want. If you are allocated 10 cases but can use 15 cases, put 15 in the request box for that product. When other schools delete a commodity from their allocation, that number of cases goes into a pool and is given to those who have asked for more.
2. Anytime during the year, you can either write or call the program specialist for your area and see if the product you want is available. If so, then the specialist can include it on your next confirmation for your immediate use.
3. Periodically during the school year an excess commodity list is sent out for a special release to schools. Return that list with case quantities wanted A.S.A.P., and we will try to fill your order. Be sure to include your 8 digit commodity program agreement number, contact person, and telephone number.

In each one of the above instances, availability is the key. The state's inventory changes on a weekly basis and sometimes product becomes unavailable. However, if you don't ask, you will not know.

The other avenue, especially for processed product, is to contact your commodity warehouse and ask if they carry a commercial equivalent product. If so, then they can deliver it to you with your regular commodity delivery. Remember, your commodity warehouse may not be a commercial food vendor.

Program Specialist

Regions 1, 3, 4 Karen VanderVeen (317) 232-0858  
Regions 2, 5, 6 Dan Kahlenburg (317) 232-0851

## Crediting Milkshakes

By Diane Rice

1. USDA allows credit in a reimbursable lunch for a milkshake in place of milk IF the shake mix contains fluid whole, low fat, or skim milk. No credit can be given for cream, condensed milk, evaporated milk, or nonfat dry milk.

2. Milkshakes served as the milk requirement in the school lunch must contain 8 ounces of fluid milk. Vendors must submit their ingredients list to include fluid milk to the state agency for approval and determination of the minimum portion size necessary for the milk requirement. The minimum amount will vary depending upon the following items which must be included with the ingredient list:

- \* a definite batch size in gallons
- \* the gallons of fluid milk per batch
- \* the total batch weight in pounds

The evaluation will determine the amount of milkshake equivalent to 8 ounces of fluid milk, both in weight and volume. The volume can determine the cup size needed. Actual portioning will be more accurate by weight, due to varying amounts of air being whipped into the product.

3. Schools electing to offer milkshakes as the milk component with lunches should price these lunches to cover the difference in cost between the shake and the milk. Shake costs would also include the straw, the cup, and the labor to set up and clean the machine.

4. Milkshakes that are offered as a choice in the school lunch at an additional charge to paying students must also be offered to eligible free and reduced-price students at NO additional charge.

5. School lunches served with a shake instead of milk will be reimbursed at the regular rates.

6. Careful consideration of these guidelines may prove it more economical to offer shakes only as an a la carte item. It is still necessary to determine all costs involved (including labor and benefits) when setting the a la carte price.

7. If there are further questions, contact Diane Rice toll-free at 800-537-1142 or locally at 232-0850.

## Boomer Visits Wayne Township

By Julie Sutton

As part of their National School Lunch Week celebration, Wayne Township invited Boomer of the Indiana Pacers to entertain the students. He spent the lunch period performing acrobatics and creating excitement among the students and staff. The students had a great time and were disappointed when Boomer had to leave.



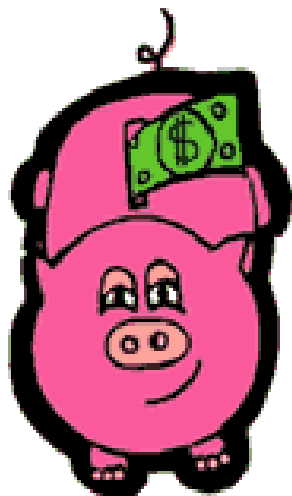
## More About CO-OP Purchasing!

By Diane Rice

Food service personnel who recently completed **First Choice** (a 12 hour class on procurement) as taught by Bonnie Burbrink, Seymour Food Service Director, have requested a session on how to set up a purchasing cooperative. This has been organized to happen on **Tuesday, February 27, 2001**, in Columbus. It will be open to school food service directors as long as space is available. There is room for only about 25 people.

If you've been wondering about how to start a co-operative purchasing group, plan now to attend this session from **10 a.m. - 2 p.m. in the Bartholomew County Transportation and Maintenance Building, 1260 S Marr Rd, Columbus** - enter at the back of this building. Chris Hutton, Food Service Supervisor, MSD Washington Township, Indianapolis, has agreed to share his experiences of being part of a newly formed co-operative group that includes six other school corporations. A light lunch will be available to participants.

Reserve your space **before February 20** by calling Diane Rice at **800-532-1147**. If there is not enough interest, the class will be cancelled.



## Calendar of Events

January 31	NFSMI Live Teleconference
February 27	Co-op Purchasing Workshop
March	National Nutrition Month
March 5-9	School Breakfast Week
April 19 -21	Nutrition Seminar/ISFSA State Conference

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